

Minutes of the Public Works Committee

September 13, 2012

Chair David Swan called the meeting to order at 8:30 a.m.

Committee Members Present: County Board Supervisors David Swan (Chair), Walter Kolb, Pauline Jaske, Tom Schellinger and Jennifer Grant. **Absent:** Richard Morris and Keith Hammitt.

Also Present: County Board Chief of Staff Mark Mader, Legislative Associate Karen Phillips, Public Works Director Allison Bussler, Business Manager Betsy Forrest, Architectural Services Manager Dennis Cerreta, Engineering Services Manager Gary Evans, Jail Administrator Mike Giese, Business Manager Lyndsay Johnson, Emergency Preparedness Director Richard Tuma, Budget Management Specialist Linda Witkowski, Director of Administration Norm Cummings, Airport Operations Manager Kurt Stanich, Building Operations Manager Shane Waeghe, Senior Civil Engineer Karen Braun, Fleet Manager Bob Rauchle and Senior Civil Engineer Kevin Yanny.

Approve Minutes of August 16, 2012

MOTION: Kolb moved, second by Schellinger, to approve the minutes of August 16, 2012.

Motion carried 5-0.

Correspondence

- Letter from WisDOT dated 8/30/2012 regarding a public meeting scheduled for I-43/WIS 164 interchange in Waukesha County

Executive Committee Reports of August 20 and September 10, 2012

Swan reviewed the items discussed at the following meetings:

August 20, 2012:

- Capital projects status report: January 1 to June 30, 2012
- Report on National Association of Counties annual conference held July 13-17, 2012
- Update on Waukesha County Communications Center partnerships
- Overview of possible collaborations between Milwaukee County and Waukesha County Boards
- Discussion of Waukesha County Board Executive Committee meeting schedule
- Discussion of Waukesha County Board chair position, job description and duties
- Approval of three appointments
- County Board committee reports by committee chairs
- Tour of courtroom technology capital project

September 10, 2012:

- Overview of 2013-2017 capital plan
- Review of 2013-2017 capital projects plan relative to Parks and Land Use, Federated Library System, Register Of Deeds, Emergency Preparedness, County Clerk, Information Technology, and Public Works
- County Board committee reports by committee chairs

Future Meeting Dates

- September 27, 2012 at 10:30 a.m. (budget review - meeting will run through the afternoon)
- October 11, 2012
- Possible meeting before the county board meeting on October 23, 2012 at 6:30 p.m.

Review and Discuss 2013–2017 Capital Projects Plan Relative to Public Works

Item 8: Jail Holding Cells-Bussler and Giese discussed this project. The project itself is as planned except for a change in the funding source. The project will be funded by \$300,000 of jail assessment revenue, which was not included last year. Giese explained that the number of inmates with special needs (mental health, medical, AODA issues, etc.), as well as very violent and dangerous individuals, has increased beyond what was anticipated. This project involves the construction of a small group holding area by converting an unfinished/storage area adjacent to pod 1. The project is cost neutral for staffing; no additional staff would be required. Giese further expounded on jail population issues, further justifying the need for this project. Schellinger expressed concern over potential and existing Department of Correction administrative code violations in regard to proper housing of inmates and jail overcrowding.

Item 10: Communications Center Expansion-Bussler and Tuma discussed this project. The Waukesha Communications Center (WCC) is not large enough to accommodate all county agencies; however, this project is being pushed back, as it is not needed until there are commitments from additional agencies. This project is a placeholder for future expansion when needed.

Ordinance 167-O-039: Sale Of Excess Right Of Way – CTH O (Moorland Road), City Of Muskego
Braun and Evans were present to discuss this ordinance.

MOTION: Jaske moved, second by Schellinger, to approve Ordinance 167-O-039.

Braun stated the County acquired the 0.318 acre subject property in 1997 at a cost of \$1.77 per square foot. It is a landlocked, non buildable parcel. There is virtually only one potential buyer, which is the developer who owns the adjacent properties, Moorland Janesville LLC. Those adjacent properties are currently valued at \$12 per square foot. The adjacent property owner has made a reasonable offer in the amount of \$41,631. Evans assured the county's costs have more than been recovered.

Motion carried 5-0.

Consideration of a Cancellation Agreement and Mutual Release Relating to the Offer to Purchase for the Single Family Home at N56 W19464 Silver Spring Drive, Menomonee Falls

Braun explained that the potential buyer could not obtain financing for this specific property. There was a financing contingency written into the offer to purchase.

MOTION: Kolb moved, second by Grant, to approve the cancellation agreement and mutual release relating to the offer to purchase for the single family home at N56 W19464 Silver Spring Drive, Menomonee Falls. Motion carried 5-0.

Review and Discuss 2013-2017 Capital Projects Plan Relative to Public Works – Items 1-7, 11-37

Bussler presented an overview of Department of Public Works (DPW) capital project development:

- Identify need
 - Date, customer needs, studies, long-range plans
- In-house estimate
- Introduce project to county executive and county board
- Budget and concept/preliminary design
 - Program and concept as defined by stakeholders
 - Capital budget updated with new information
- Design
 - Construction document prepared
 - Capital budget updated with more complete information

Item 28: CTH O, CTH HH to Grange Avenue-Bussler asked Evans and Cummings to provide an explanation of the financial component of this road project. Evans stated the project sheet differs from last year; the construction cost estimate has risen and incorporates \$1 million in business/TIF (tax increment financing) revenue into the construction value of the contract, as New Berlin could potentially create a TIF district to enable new business development in this area. Bussler noted that developers have expressed interest in the subject area and added that it is purely speculative including TIF money at this time; without it, this project may not go forward. In response to Kolb's question, Cummings expounded on examples of various types of TIF developments.

Schellinger asked Cummings whether there is any project in particular that the committee should examine more closely in the interest of the taxpayers. After providing an overview of the rigorous five-year capital project planning process, Cummings stated there is not any particular project that warrants further scrutiny. Cummings stated the county executive has put together a plan which he believes is in the best interest of Waukesha County and will maintain its infrastructure. Swan forewarned that several of the capital projects will add to operating costs and hopes that fact will be considered in future Public Works expenditure budget allotments.

Grant asked how does the capital project plan relate to the annual budget - how are projects prioritized? Cummings stated the cost to the taxpayers is basically the capital levy plus debt service. The county has very strong policies on debt service; that is, debt service will never be more than 10% of the operating budget - most years it is below 8%. For the capital budget, policy states that no more than 80% is borrowed; there will always be a down payment, part of which is tax levy. Cummings expounded on the county's debt management policies and related triple-A bond rating. Bussler added that projects are extensively discussed and vetted before they reach the point of inclusion in the capital projects plan; some projects are delayed while others do not make it into the plan.

Bussler continued with review of the following capital projects:

Item 1: Airport Facility Upgrades Project 201118-This project which updates the airport terminal is as planned.

Regarding the projects to be reviewed by the Public Works Committee, Schellinger asked Bussler whether there are any projects she does not agree with or that need closer examination. Bussler advised the capital project plan proposed is the best plan possible; however, there are two tweaks that are needed. A decision must be made on what to do with the old HHS building. Secondly, the paving program has been scaled back for next year because of the new HHS building project financing. It is a good proposal, but it is somewhat concerning because the paving program is very important and should not fall too far behind schedule.

Schellinger asked Bussler whether she agrees with Cummings' previous comments about the capital projects plan. Bussler stated an emphatic yes.

Bussler addressed Kolb's concerns about the economic feasibility of HVAC equipment replacement versus repair. She stated that Facilities does an excellent job in tracking equipment maintenance/replacement requirements. The LAW study in 1999 provided a thorough assessment of all County equipment including life expectancy. The LAW study document helps the County plan for equipment replacement at the end of a piece of equipment's estimated useful life, but before it fails. Useful life expectancy is extended whenever possible and economically sensible.

Item 2: Reconstruct Hangar 674 Project 201213-This project is delayed and has a change in scope. A study will be done to determine hangar need, rental and construction rates, design, etc.

Item 3: Runway 10/28 Safety Zones-The project sheet reflects an increase in cost from \$356,500 to \$796,500 due to variances in cost and estimates since 2007. The project will improve the currently non-compliance runway safety area (RSA) and object free area (OFA) to provide for standard RSA and OFA dimensions. Stanich noted that the runway will become shorter; however the safety areas will be added. Evans will be involved in airport projects management.

Item 4: Taxiways C Realignment & Lighting-This appears to be a new project; however, last year an ordinance was approved by the County Board separating taxiway C from the taxiways C, D and F improvement project because of funding issues. The project is on hold pending federal funding availability.

Jaske suggested that next year, a map should be provided to illustrate the proximity of the capital project locations on the airport grounds.

Item 5: Fuel Site Upgrades-This project is as planned. This project is needed to upgrade fuel tanks and aging infrastructures to comply with state fuel regulations (Comm 10). The upgrades will take place at three locations: Central Fleet and North Prairie and Nashotah substations. Rauchle stated these underground sites were originally installed between 1990 and 1994.

Item 6: Courthouse Future Study-This study would provide a comprehensive analysis of two options: construct a new courthouse facility or remodel the existing courthouse. There are real needs now in the courthouse. The building is over 50 years old and is currently in maintenance only-mode; many projects have been deferred. Factors to be considered in the study would include but are not limited to:

- Construction of a new courthouse off-site
- Remodeling or renovation costs of the existing on-site courthouse
- Cost to relocate personnel to the vacated HHS building
- Cost to relocate personnel to an off-site location
- Costs for a phased relocation of personnel to an offsite location
- Costs analysis for temporary offsite leased space
- Costs analysis for prisoner transport to an offsite location
- Parking analysis for all relocations/construction
- Cost analysis for miscellaneous expenses: moving, phone/data, furniture, security equipment, fees and permits

Chairman Decker will participate as a member of the request for proposal (RFP) committee for the Courthouse Future Study project and could share a draft of the RFP for review by the Public Works Committee and/or County Board upon request. If the project is approved by the County Board, Bussler anticipates the following timeline for the project:

- Release RFP in December 2012
- Award contract in January 2013
- Complete study project within first six-months of 2013

Kolb opined that the courthouse is structurally sound and should be maintained. Bussler reiterated that it is still important to do a comprehensive cost comparison and explore all options.

Item 7: Health & Human Services Building- The cost and cash flow update for this project involves

reducing the 2013 construction budget by \$1 million. Another \$1 million is being reallocated from the 2013 budget to the 2014 budget to provide cash flow funds for final project close out. Bussler is hopeful that funding transferred from 2013 to 2014 will not have to be used. The project is on time, under budget and over 30% done. The anticipated building completion date is August 29, 2013, with an expected occupancy date of November 1, 2013.

Item 11: Administration Center Roofing Upgrades- This project is as planned. The project was originally planned for 2008; however, the roof was patched to prolong its useful life, thereby delaying construction until 2015.

Item 12: Mental Health Center Chiller Updates- This project is as planned. The project will replace the chillers and controls at the Mental Health Center which were installed in 1993. The equipment has had a history of poor performance and repairs.

Item 13: Highway Operations-Fleet HVAC- This as planned project will upgrade HVAC equipment that is not performing as well as expected. Budget and concept in 2015 and construction in 2017 is proposed.

Item 14: Energy Efficiency Improvements- This project is as planned. The project continues the implementation of energy efficient lighting improvements with a short-term ROI in partnership with the Departments of Parks and Land Use and Public Works.

Item 15: Highway Substation HVAC Upgrades- This project is proposed to be delayed one year because of budgetary reasons.

Item 16: UWW Boiler, Chiller & Controls Replacement- Bussler reviewed the background and history of this project. UW-Waukesha has qualified for funding from the State based on an investment grade audit and energy report indentifying a return on investment up to 16 years. The State will fund up to \$2 million through the Department of Facilities Development (DFD) Energy Efficiency Program. The project sheet will need to be tweaked to reflect changes in scope and revenue. Bussler declared that the money formula is very complicated. She stated more information would be brought before the committee once the grant proposal is finalized.

Mader advised Bussler that if the capital project sheet is updated, it must be presented to the Executive committee for amendment and potentially to the Public Works Committee for review.

Item 17: UWW Roofing Upgrades- The project has been delayed until 2015 and 2016 due to the availability of State funding in 2013 for the aforementioned project (Item 16). The roofs will continue to be monitored over the next two years and patched and repaired as needed.

Jaske requested a printout of the proposed project locations on a color map for clarification purposes.

Item 18: CTH F Rehabilitation (I94-STH 190)- This pavement rehab project is as planned. It is currently in preliminary design with construction scheduled for 2014.

Item 19: CTH ES, Fox River Bridge- Six thousand dollars was added into this project to pay for a study that is required to qualify for Federal aid.

Item 20: CTH I, CTH ES to CTH O Rehab- This project is as planned. There is a high accident rate on this stretch of road.

Item 21: CTH NN, STH 83 to CTH ES-At this point, the project is as planned; however, Mukwonago and the State are in discussion regarding the future layout and design of Highway 83; there is the potential that the State may reroute some traffic onto CTH NN. Evans is actively participating in discussions on this project.

Item 22: CTH C, Mill Street to Oakwood Road-This project is as planned. The County has an agreement with the City of Delafield for cost sharing of the reconstruction. The City's share of the project is approximately 27%. Following completion of the project, the City will take over this segment of roadway through a jurisdictional transfer.

Item 23: CTH Q, Oconomowoc River Bridge- This project is as planned.

Item 24: CTH L, CTH Y to Moorland Road-The cost update of this project reflects the current design, actual phase 1 construction and estimated phase 2 construction costs. Evans noted there is an issue with the State Historical Society as to whether one of the properties affected by this road project has historical significance; the project progression is pending their decision.

Item 25: CTH D, Calhoun to Intersection-There is a significant budget increase of \$590,000 due to a poor initial estimate. The increased cost includes the current design costs, increased real estate needs, and construction costs. It is a very dangerous intersection.

Item 26: CTH VV, CTH Y to Jackson-In this second phase of the Silver Spring Drive reconstruction, the budget was reduced by \$366,000 due to not acquiring property initially thought necessary. The cost update reflects construction cost increases and reduced land costs.

Item 27: Waukesha West Bypass-There is a significant cost increase of \$500,000 for the environment impact statement portion of this project. The Environmental Protection Agency (EPA) is requesting further investigation of the golf course route option. Evans reviewed the costs involved, i.e. construction, land acquisition, etc.

Item 29: CTH M, CTH YY to East County Line-Federal aid is anticipated to be used on this project, estimated at \$10,763,000.

Item 30: CTH M, Calhoun Road to CTH YY-The second phase of the North Avenue reconstruction project has a minor budget adjustment.

Item 31: CTH YY, Underwood Creek Structure-This new project does not qualify for Federal bridge aid, as the structure does not meet the federal definition for a bridge. Construction is scheduled for 2019.

Item 32: CTH D, Deer Creek Bridge-This new project does qualify for federal bridge aid. The County will apply for about \$487,000 to help fund the project.

Item 33: CTH Y, Pilak Creek Tributary Bridge Replacement-This new bridge project is too small for Federal bridge aid qualification.

Item 34: Repaving Program 2013-2017-County roadway resurfacing and rehabilitation projects are based on pavement conditions determined by the PAVER pavement management system and department review. Bussler stated the project sheet will be corrected as follows: under cost documentation, year 2014, \$2,880,000 will be changed to \$1,939,000. Swan pointed out the cost of maintaining a two-lane roadway in good condition is approximately \$7,000 per mile annually.

Item 35: Bridge Aid Program- The project budget has a significant balance; there have been no project proposals received from towns in recent years.

Item 36: Culvert Replacement Program- This as planned project is for culvert replacements other than those done by DPW staff.

Item 37: Signal/Safety Improvements- Intersections scheduled for improvements include CTH M & Brookfield Road, CTH D & Sunny Slope Road, & CTH JJ & J and CTH JJ & SR. The project sheet reflects a number of changes and increases in the revised budget.

Motion: Jaske moved, second by Schellinger, to adjourn at 11:37 a.m. Motion carried 5-0.

Respectfully submitted,

Pauline Jaske
Secretary